

## Formal Education

STATE OF HAWAII

PROGRAM TITLE:

**FORMAL EDUCATION****VARIANCE REPORT**

REPORT V61

11/25/03

PROGRAM-ID:

PROGRAM STRUCTURE NO: **07**

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	25,942.3	25,330.9	- 611.4	2	26,739.8	6,403.3	- 20,336.5	76	26,739.8	26,287.9	- 451.9	2
EXPENDITURES	2,190,322	2,287,750	97,428	4	996,954	943,919	- 53,035	5	1,454,118	1,502,617	48,499	3
TOTAL COSTS												
POSITIONS	25,942.3	25,330.9	- 611.4	2	26,739.8	6,403.3	- 20,336.5	76	26,739.8	26,287.9	- 451.9	2
EXPENDITURES	2,190,322	2,287,750	97,428	4	996,954	943,919	- 53,035	5	1,454,118	1,502,617	48,499	3
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % HIGH SCHOOL SENIORS GRADUATING AT END OF YEAR					94	95	+	1	94	95	+	1
2. # DGRS GRNTD AS % OF ENTRNG FROSH 4 YRS AGO - UHM					78	75	-	3	78	75	-	3

VARIANCE REPORT NARRATIVE  
FY 03 and FY 04

PROGRAM TITLE: FORMAL EDUCATION

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07

Part I - EXPENDITURES AND POSITIONS

The variances in expenditures are the net effect of delays in hiring, difficulty in filling positions, and collective bargaining augmentation.

Details are provided at the lowest program level narratives.

Part II - MEASURES OF EFFECTIVENESS

The primary objective of the Formal Education program is to enhance the welfare of the individual and the community by offering instruction and other services of benefit to the general public. The measures of effectiveness at this level serve as indicators of the relative success of the Formal Education program in accomplishing its stated objectives.

STATE OF HAWAII

PROGRAM TITLE: **LOWER EDUCATION**

PROGRAM-ID:

PROGRAM STRUCTURE NO: **0701****VARIANCE REPORT**

REPORT V61

11/25/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	19,646.2	19,621.2	- 25.0		20,443.7	754.6	- 19,689.1	96	20,443.7	20,443.7		
EXPENDITURES	1,511,528	1,598,027	86,499	6	708,299	663,858	- 44,441	6	1,015,985	1,060,301	44,316	4
TOTAL COSTS												
POSITIONS	19,646.2	19,621.2	- 25.0		20,443.7	754.6	- 19,689.1	96	20,443.7	20,443.7		
EXPENDITURES	1,511,528	1,598,027	86,499	6	708,299	663,858	- 44,441	6	1,015,985	1,060,301	44,316	4
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % HIGH SCH SENIORS GRADUATING AT END OF SCH YEAR					94	95	+ 1	1	94	95	+ 1	1
2. % SENIORS PLANNG TO ATTEND POSTSEC SCHOOL					83	83			83	83		
3. % SENIORS PLNG TO WORK AFTER GRADUATION					63	68	+ 5	8	63	68	+ 5	8
4. % DIPLOMA CANDIDATES RCVG A DIPLOMA THRU ADULT ED					29	54	+ 25	86	29	45	+ 16	55
5. PERCENT OF WEEK THAT LIBRARY SERVICES AVAILABLE					35	31	- 4	11	35	35		

Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

PROGRAM TITLE:

DEPARTMENT OF EDUCATION

## VARIANCE REPORT

REPORT V61

PROGRAM-ID:

11/25/03

PROGRAM STRUCTURE NO: 070101

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED		ACTUAL	± CHANGE	%	BUDGETED		ACTUAL	± CHANGE	%	BUDGETED		ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES															
OPERATING COSTS															
POSITIONS															
EXPENDITURES															
TOTAL COSTS															
POSITIONS															
EXPENDITURES															
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04						
					PLANNED		ACTUAL	± CHANGE	%	PLANNED		ESTIMATED	± CHANGE	%	
<b>PART II: MEASURES OF EFFECTIVENESS</b>															
1. % SPEC ED STUD PROGRESSING SATISFACTRLY PER IEP					100		100			100		100			
2. % HIGH SCH SENIORS GRADUATING AT END OF SCH YEAR					94		95	+	1	1	94	95	+	1	1
3. % SENIORS WHO PLAN TO ATTEND POST-SECONDARY SCH					83		83				83	83			
4. % DIPLOMA CANDIDATES RCVG A DIPLOMA THRU ADULT ED					29		54	+	25	86	29	45	+	16	55

Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

PROGRAM TITLE:

**SCHOOL-BASED BUDGETING**

PROGRAM-ID:

**EDN - 100**PROGRAM STRUCTURE NO: **07010110****VARIANCE REPORT**

REPORT V61

11/25/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	11,749.5	11,749.5			11,683.5		- 11,683.5	100	11,683.5	11,683.5		
	986,287	1,015,909	29,622	3	549,557	537,431	- 12,126	2	547,849	559,975	12,126	2
TOTAL COSTS POSITIONS EXPENDITURES	11,749.5	11,749.5			11,683.5		- 11,683.5	100	11,683.5	11,683.5		
	986,287	1,015,909	29,622	3	549,557	537,431	- 12,126	2	547,849	559,975	12,126	2
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OS STUD EXITING ENGLISH LANG ASSISTANCE PROGRAM	24	9	-	15	63	25	9	-	16	64		
2. % OF SPEC ED STUD PROGRESSING SATIS PER IEP	100	100				100						
3. PERCENT OF DECREASE IN CHAPTER 19 OFFENSES		11				10						
4. % STDTS SCORG PROF OR EXCEED PROF IN READG - GR 5	40	41	+	1	3	40	41	+	1	3		
5. % STDTS SCORG PROF OR EXCEED PROF IN MATH - GR 5	20	20				20						
6. % OF SCHOOLS MAKING ADEQUATE YEARLY PROGRESS	NA	NA				34	34					
<b>PART III: PROGRAM TARGET GROUP</b>												
1. REGULAR ENROLLMENT (K-12)	163,185	161,900	-	1,285	1	163,099	161,965	-	1,134	1		
2. SPECIAL EDUCATION STUDENTS IN REGULAR SCHOOLS	20,444	22,942	+	2,498	12	20,673	23,171	+	2,498	12		
3. ENROLLMENT IN SPECIAL SCHOOLS	89	98	+	9	10	88	106	+	18	20		
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # OF STUDENTS RECEIVING INSTRUCTION, GRADES K-6	102,060	101,375	-	685	1	100,806	99,829	-	977	1		
2. # OF STUDENTS RECEIVING INSTRUCTION, GRADES 7-8	28,550	28,450	-	100		28,942	29,036	+	94			
3. # OF STUDENTS RECEIVING INSTRUCTION, GRADES 9-12	53,108	52,973	-	135		54,112	53,569	-	543	1		
4. # OF STUDENTS RECEIVING SPECIAL LANG ASSISTANCE	13,415	12,850	-	565	4	13,698	13,236	-	462	3		
5. #AT-RISK STUD RECVG EDUCATION & RELATED SVCS	18,092	18,917	+	825	5	18,407	19,000	+	593	3		
6. # STUDENTS ENROLLED IN SUMMER SCHOOL, K-12	18,100	21,000	+	2,900	16	18,600	22,000	+	3,400	18		
7. # STUD ENROLLED IN ALT LRNG CTR PROGS, GRADES 9-12	1,130	1,240	+	110	10	1,278	1,250	-	28	2		
8. # STUDENTS ENROLLED IN TITLE I PROJECTS	83,724	83,600	-	124		89,000	109,317	+	20,317	23		
9. # STUDENTS ENROLLED IN SPECIAL EDUCATION PROGS	25,842	23,509	-	2,333	9	26,789	23,709	-	3,080	12		



VARIANCE REPORT NARRATIVE  
FY 03 AND FY 04

PROGRAM TITLE: SCHOOL BASED BUDGETING

07 01 01 10  
EDN 100

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Part I – EXPENDITURES AND POSITIONS

There were no significant variances.

Part II – MEASURES OF EFFECTIVENESS

Item 1. The variances are due to exit criteria being based on the old Identification, Assessment, and Programming System (IAPS) exit criteria which used the Language Assessment Scale (LAS) Oral or the Metropolitan Achievement Test or Comprehensive Test of Basic Skills assessments as well as teacher recommendations. New exit criteria are based only the LAS Oral, Reading, and Writing assessment scores. Thus, the percentage of students exiting the program has decreased.

Item 3. The variance is due to a change in the Chapter 19 reporting system. Initial user unfamiliarity with the new reporting system resulted in under reporting of offenses. The increase in actual offenses reported in FY 03 and estimated for FY 04 indicates that users are now using the system accurately and effectively.

Part III – PROGRAM TARGET GROUP

Item 2. The variance for FY 03 is due to an increase in the actual number students being identified under the Integrated Special Education Database (ISPED). The variance anticipated for FY 04 is based on a projected increase in the number of students identified under ISPED.

Item 3. The variance for FY 03 is due to an increase in the actual number of students identified under ISPED. The variance anticipated for FY 04 is based on a projected increase in the number of students identified under ISPED.

Part IV – PROGRAM ACTIVITIES

Item 6. The variances occurred because summer school enrollment did not decline as anticipated due to an increase in tuition.

Item 8. The estimated increase in the number of students enrolled in Title I projects in FY 04 is due to program eligibility requirements being reduced from 45% to 35% enrollment of poverty level students. As a result, larger high schools have become eligible to participate in the program.

STATE OF HAWAII

PROGRAM TITLE:

**COMPREHENSIVE SCHOOL SUPPORT SERVICES**

PROGRAM-ID:

**EDN - 150**PROGRAM STRUCTURE NO: **07010115****VARIANCE REPORT**

REPORT V61

11/25/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ACTUAL	±	CHANGE	%	BUDGETED	ESTIMATED	±	CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES															
OPERATING COSTS															
POSITIONS															
EXPENDITURES															
TOTAL COSTS															
POSITIONS															
EXPENDITURES															
	4,129.5	4,125.5	-	4.0		4,965.5		-	4,965.5	100	4,965.5	4,965.5			
	247,980	302,906		54,926	22	79,485	72,824	-	6,661	8	238,455	245,116		6,661	3
	4,129.5	4,125.5	-	4.0		4,965.5		-	4,965.5	100	4,965.5	4,965.5			
	247,980	302,906		54,926	22	79,485	72,824	-	6,661	8	238,455	245,116		6,661	3
						FISCAL YEAR 2002-03				FISCAL YEAR 2003-04					
						PLANNED	ACTUAL	±	CHANGE	%	PLANNED	ESTIMATED	±	CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>															
1. % OF SCHOOLS THAT PASS FELIX SERVICE TESTING						100	85	-	15	15	100	100			
2. PERCENTAGE OF INCREASE IN ATTENDANCE															
3. PERCENTAGE OF REDUCTION IN CHAP 19 OFFENSES							11					10			
4. % OF INCREASE IN FAMILY INVOLVMENT WITH SCHOOLING						2	5	+	3	150	2	5	+	3	150
5. PERCENTAGE OF REDUCTION IN STUDENT PREGNANCIES															
6. PERCENTAGE OF REDUCTION IN DROPOUTS						NA					NA				
7. % REDUCTION OF INAPPROPRIATE REFERRALS FOR SPEC ED						NA	NA				NA	NA			
<b>PART III: PROGRAM TARGET GROUP</b>															
1. REGULAR ENROLLMENT, GRADES K- 12						163,185	161,990	-	1,195	1	163,099	161,965	-	1,134	1
2. SPECIAL EDUCATION STUDENTS IN REGULAR SCHOOLS						20,444	22,942	+	2,498	12	20,673	23,171	+	2,498	12
3. ENROLLMENT IN SPECIAL SCHOOLS						89	98	+	9	10	88	106	+	18	20
4. STDTs REFERRED FOR SPEC ASST OUTSIDE REG CLASSROOM						29,287	29,500	+	213	1	32,201	31,250	-	951	3
<b>PART IV: PROGRAM ACTIVITIES</b>															
1. # STUDENTS RECEIVING COUNSELING SERVICES						163,185	158,909	-	4,276	3	163,099	157,847	-	5,252	3
2. # STUDENTS RECEIVING SPECIAL LANGUAGE ASSISTANCE						13,415	12,850	-	565	4	13,698	13,236	-	462	3
3. # AT-RISK STUDENTS RECEIVG EDUCATION & RELATED SVS						18,092	18,917	+	825	5	18,407	19,000	+	593	3
4. # STUDENTS RECEIVING INTENSIVE SERVICES						9,983	978	-	9,005	90	10,383	975	-	9,408	91
5. # STUDENTS RECEIVING PROGRAM MODIFICATIONS						3,426	3,227	-	199	6	3,501	3,300	-	201	6
6. # STUDENTS ELIGIBLE FOR SPECIAL EDUCATION PROGRAMS						25,842	23,509	-	2,333	9	26,989	23,709	-	3,280	12
7. # OF PARENTS RECEIVING TRAINING						60,000	171,200	+	111,200	185	62,000	172,000	+	110,000	177

VARIANCE REPORT NARRATIVE  
FY 03 AND FY 04

07 01 01 15  
EDN 150

PROGRAM TITLE: COMPREHENSIVE SCHOOL SUPPPORT SERVICES

Part I – EXPENDITURES AND POSITIONS

The variance of \$54.9 million in FY 03 is due to the following:

• Transfer of funds for Autism and Day Treatment from DOH	\$26.5
• Collective bargaining increases	19.0
• A-21 transfer from EDN 100	7.7
• Expenditure of federal funds carryover	1.7
	\$54.9

Part II – MEASURES OF EFFECTIVENESS

Item 1. The variance in FY 03 is due to 6 of 41 school complexes not achieving the minimum score required during an internal review to pass Felix testing. These 6 complexes have received technical assistance from their district special education staff and state Special Education Section to make necessary improvements. Annual internal reviews of the 6 schools were conducted in October 2003 and 5 of the 6 complexes achieved passing score. The remaining complex is also expected to achieve the passing score.

Item 3. The variance is due to a change in the Chapter 19 reporting system. Initial user unfamiliarity with the new reporting system resulted in under reporting of offenses. The increase in actual offenses reported in FY 03 and estimated for FY 04 indicates that users are now using the system accurately and effectively.

Item 4. The variances in FY 03 and FY 04 are due to improvements in data collection on family involvement with schooling.

Part II – MEASURES OF EFFECTIVENESS (continued)

Item 5. The variance in FY 03 is due to more students requiring services and increased collaboration with agencies that work with pregnant and parenting teens.

Part III – PROGRAM TARGET GROUP

Item 2. The variance in FY 03 is due to an increase in the actual number of students identified under the Integrated Special Education Database (ISPED). The variance anticipated for FY 04 is based on a projected increase in the number of students identified under ISPED.

Item 3. The variance in FY03 is due to an increase in the actual number of students identified under ISPED. The variance anticipated for FY 04 is based on a projected increase in the number of students identified under ISPED.

Part IV – PROGRAM ACTIVITIES

Item 4. The variances in the number of students receiving intensive services in FY 03 and FY 04 are due to a change in the definition of “intensive services” when responsibilities for providing intensive services were transferred from the Department of Health to the DOE. As a result of the transfer, students had to be reclassified based on their needs in the DOE setting.

Item 7. The variances in FY 03 and FY 04 are due to reporting more types of parent training such as training for parents by Parent Community Networking Centers.

STATE OF HAWAII

PROGRAM TITLE:

INSTRUCTIONAL SUPPORT

PROGRAM-ID:

EDN - 200

PROGRAM STRUCTURE NO: 07010120

## VARIANCE REPORT

REPORT V61

11/25/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	220.5	220.5			220.5		220.5	100	220.5	220.5		
EXPENDITURES	21,953	20,265	- 1,688	8	6,032	4,049	- 1,983	33	18,095	20,078	1,983	11
TOTAL COSTS												
POSITIONS	220.5	220.5			220.5		220.5	100	220.5	220.5		
EXPENDITURES	21,953	20,265	- 1,688	8	6,032	4,049	- 1,983	33	18,095	20,078	1,983	11
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. %SCHOOLS RECVG CURRIC AND/OR INSTRUCTNL SPPT SYS	100	100			100	100			100	100		
2. % ELIGIBLE STUDENTS TESTED IN BENCHMARK GRADES	NA	95			NA	95			NA	95		
3. # SCH IN STATE ACCNTBLTY SYS MAKING ADEQ ANN PROG	NA	NA			NA	NA			95	95		
4. % ELIGIBLE SECONDARY & ADULTS SCHOOLS ACCREDITED	88	87	- 1	1	90	98	+ 8	9	90	98	+ 8	9
5. PERCENTAGE OF CUSTOMER SATISFACTION	NA	16.7			NA	NA			NA	NA		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. REGULAR ENROLLMENT K-12	163,185	161,990	- 1,195	1	163,099	161,965	- 1,134	1	163,099	161,965	- 1,134	1
2. SPECIAL EDUCATION STUDENTS IN REGULAR SCHOOLS	20,444	20,715	+ 271	1	20,673	20,369	- 304	1	20,673	20,369	- 304	1
3. ENROLLMENT IN SPECIAL SCHOOLS	89	93	+ 4	4	88	100	+ 12	14	88	100	+ 12	14
4. INSTR & ADMIN STAFF IN REG & SPEC SCHLS & COMPLXS	16,603	17,836	+ 1,233	7	16,578	17,836	+ 1,258	8	16,578	17,836	+ 1,258	8
5. NUMBER OF REGULAR AND SPECIAL SCHOOLS	279	279			281	281			281	281		
6. # SECONDARY & ADULT SCHLS ELIG FOR ACCREDITATION	112	121	+ 9	8	112	104	- 8	7	112	104	- 8	7
7. NUMBER OF CHARTER SCHOOLS	25	26	+ 1	4	32	26	- 6	19	32	26	- 6	19
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # SCHOOL VISITS MADE FOR ACCREDITATION PURPOSES	20	21	+ 1	5	20	22	+ 2	10	20	22	+ 2	10
2. # SCHOOLS PROVIDED CURRICULAR SERVICES	279	279			281	281			281	281		
3. # ELIGIBLE STUDENTS TESTED IN BENCHMARK GRADES	NA	52215			NA	52000			NA	52000		
4. # SCHLS FOR WHICH INDIV ACCNTBLTY REPTS PRODUCED	277	255	- 22	8	277	255	- 22	8	277	255	- 22	8
5. NUMBER OF STUDENTS PARTICIPATING IN TELESCHOOL	29,374	30,780	+ 1,406	5	29,961	30,780	+ 819	3	29,961	30,780	+ 819	3

VARIANCE REPORT NARRATIVE  
FY 03 AND FY 04

07 01 01 20  
EDN 200

PROGRAM TITLE: INSTRUCTIONAL SUPPORT

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Part I – EXPENDITURES AND POSITIONS

There were no significant variances.

Part II – MEASURES OF EFFECTIVENESS

There were no significant variances.

Part III – PROGRAM TARGET GROUP

Item 2. The variance in FY 03 is due to an increase in the actual number of students identified under the Integrated Special Education Database (ISPED). The variance anticipated for FY 04 is based on a projected increase in the number of students identified under ISPED.

Item 3. The variance is due to an increase in the actual number of students identified under ISPED. The variance anticipated for FY 04 is based on a projected increase in the number of students identified under ISPED.

Part III – PROGRAM TARGET GROUP (continued)

Item 6. The variance anticipated in FY 04 is the result of charter schools being deleted from the list of schools eligible for accreditation since they have formed their own accreditation consortium.

Part IV – PROGRAM ACTIVITIES

There were no significant variances.

STATE OF HAWAII

PROGRAM TITLE:

STATE AND DISTRICT ADMINISTRATION

PROGRAM-ID:

EDN - 300

PROGRAM STRUCTURE NO: 07010130

## VARIANCE REPORT

REPORT V61

11/25/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	404.0 30,985	404.0 28,913	- 2,072	7	404.0 7,823	5,651	- 2,172	100 28	404.0 23,469	404.0 25,641	2,172	9
TOTAL COSTS POSITIONS EXPENDITURES	404.0 30,985	404.0 28,913	- 2,072	7	404.0 7,823	5,651	- 2,172	100 28	404.0 23,469	404.0 25,641	2,172	9
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF SCHOOLS WITH IMPROVING NCLB STATUS	NA	NA			NA	16.7			NA	NA		
2. PERCENTAGE OF CUSTOMER SATISFACTION	NA	90	+	1	NA	91	+	1	NA	91	+	1
3. % CERT PERS ASSIGNED TO SPEC WRK ASSG BY 6/10	0.6	0.5	-	2	0.6	0.3	-	2	0.6	0.3	-	2
4. % DIFFERENCE BETW ACTUAL & PROJ STUDENT ENROLLMENT	97	95	-		97	95	-		NA	97		
5. % REQ PROJ \$ APPROPRIATED BY LEG FOR CIP SPEC FUND												
<b>PART III: PROGRAM TARGET GROUP</b>												
1. NUMBER OF PUBLIC SCHOOL STUDENTS	183,718	182,798	- 920	1	183,860	182,434	- 1,426	1	183,860	182,434	- 1,426	1
2. NUMBER OF DEPARTMENT PERSONNEL	21,614	23,576	+ 1,962	9	21,614	23,576	+ 1,962	9	21,614	23,576	+ 1,962	9
3. NUMBER OF SCHOOLS	279	279			281	281			281	281		
4. OTHER GOVERNMENT AGENCIES	32	32			32	32			32	32		
5. POLICY MAKERS	93	93			93	93			93	93		
6. GENERAL PUBLIC	1,236,600	1,261,100	+ 24,500	2	1,249,000	1,273,700	+ 24,700	2	1,249,000	1,273,700	+ 24,700	2
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # PROJECTS PLANNED AND CONSTRUCTED	147	193	+ 46	31	127	120	- 7	6	127	120	- 7	6
2. MAN-HOURS REQUIRED TO UPDATE STUDENT ENROLLMENT	4,800	4,944	+ 144	3	5,100	5,100			5,100	5,100		
3. MAN-HOURS REQUIRED TO EVALUATE ED SPECIFICATIONS	250	250			250	250			250	250		
4. # PERSONNEL NOTIFICATN & CONTRACT ACTIVITIES	206,000	213,154	+ 7,154	3	206,000	213,154	+ 7,154	3	206,000	213,154	+ 7,154	3
5. # ALLOTMT HOLDERS REC STATUS REPORTS PER MONTH	438	447	+ 9	2	440	448	+ 8	2	440	448	+ 8	2

VARIANCE REPORT NARRATIVE  
FY 03 AND FY 04

07 01 01 30  
EDN 300

PROGRAM TITLE: STATE AND DISTRICT ADMINISTRATION

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Part I – EXPENDITURES AND POSITIONS

There were no significant variances.

Part III – PROGRAM TARGET GROUP

There were no significant variances.

Part II – MEASURES OF EFFECTIVENESS

Item 4. The estimated variance in FY 04 is due to more accurate projections being made.

Part IV – PROGRAM ACTIVITIES

Item 1. The variance is due to initiating a greater number of small lump sum projects than originally estimated.

STATE OF HAWAII

PROGRAM TITLE:

SCHOOL SUPPORT

PROGRAM-ID:

EDN - 400

PROGRAM STRUCTURE NO: 07010140

## VARIANCE REPORT

REPORT V61

11/25/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	2,342.1	2,342.1			2,359.1		- 2,359.1	100	2,359.1	2,359.1		
EXPENDITURES	158,799	163,160	4,361	3	44,958	28,420	- 16,538	37	134,872	151,410	16,538	12
TOTAL COSTS												
POSITIONS	2,342.1	2,342.1			2,359.1		- 2,359.1	100	2,359.1	2,359.1		
EXPENDITURES	158,799	163,160	4,361	3	44,958	28,420	- 16,538	37	134,872	151,410	16,538	12
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % STUD IN DAILY ATTENDCE PARTIC IN LUNCH PROG					77	76	- 1	1	78	76	- 2	3
2. % STUD IN DAILY ATTNDCE PARTIC IN BREAKFAST PROG					30	31	+ 1	3	32	31	- 1	3
3. ACTL PER MEAL FOOD COST AS % PLANNED MEAL COST					99	93	- 6	6	99	95	- 4	4
4. ACTL #MEALS SERVED AS % BUDGET BASE PLANNED MEALS					95	97	+ 2	2	95	95		
5. % SCHLS W/BLDGS & YARDS CLEAN & SANIT RESTROOMS					99	100	+ 1	1	99	100	+ 1	1
<b>PART III: PROGRAM TARGET GROUP</b>												
1. NUMBER OF SCHOOLS					279	279			281	281		
2. TOTAL ACREAGE					4,114	4,114			4,138	4,138		
3. NEW, ADDITIONAL BUILDING AREA (SQUARE FEET)					72,714	79,040	+ 6,326	9	301,727	301,727		
4. NUMBER OF SCHOOL BUILDINGS					3,960	3,960			3,986	3,960	- 26	1
5. NUMBER OF SCHOOL SITES					266	266			268	268		
6. TYPE A LUNCH - STATE ADA (91.4% OF ENROLLMENT)					167,919	167,077	- 842	1	168,048	166,745	- 1,303	1
7. # SECONDARY SCHOOLS SERVING SUPPLEMENTARY ITEMS					42	42			43	43		
8. # ELEM SCHOOLS SERVING MID-MORNING NOURISHMT					122	122			122	122		
9. ADA OF SCHOOLS W/ BREAKFAST PROGRAMS					162,039	161,226	- 813	1	162,165	160,906	- 1,259	1
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. REG MAINT OF GRDS & BLDGS USNG PAID HLP(PERS-DAYS)					276,504	276,504			278,103	278,103		
2. REG CLNG OF CLASSRMS BY HOURLY PAID HLP(PERS-DAYS)					65,749	65,749			65,762	65,762		
3. # TYPE A LUNCHES SERVED (THOUSANDS)					23,482	23,006	- 476	2	23,787	23,185	- 602	3
4. # SECONDARY SCHOOLS PROVIDING SUPPLEMENTARY ITEMS					42	42			43	43		
5. # ELEM SCHLS PROVIDING MID-MORNING NOURISHMENT					125	125			125	125		
6. # OF BREAKFASTS SERVED (THOUSANDS)					6,868	6,664	- 204	3	7,326	6,703	- 623	9



VARIANCE REPORT NARRATIVE  
FY 03 AND FY 04

07 01 01 40  
EDN 400

PROGRAM TITLE: SCHOOL SUPPPORT

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Part I – EXPENDITURES AND POSITIONS

There were no significant variances.

Part III – PROGRAM TARGET GROUP

There were no significant variances.

Part IV – PROGRAM ACTIVITIES

There were no significant variances.

Part II – MEASURES OF EFFECTIVENESS

There were no significant variances.

STATE OF HAWAII

PROGRAM TITLE:

SCHOOL COMMUNITY SERVICES

PROGRAM-ID:

EDN - 500

PROGRAM STRUCTURE NO: 07010150

## VARIANCE REPORT

REPORT V61

11/25/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	35.5	35.5			35.5		- 35.5	100	35.5	35.5		
EXPENDITURES	17,520	18,446	926	5	4,901	2,754	- 2,147	44	14,702	16,849	2,147	15
TOTAL COSTS												
POSITIONS	35.5	35.5			35.5		- 35.5	100	35.5	35.5		
EXPENDITURES	17,520	18,446	926	5	4,901	2,754	- 2,147	44	14,702	16,849	2,147	15
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % OF ENROLLEES COMPLETING THEIR COURSES					31	43	+ 12	39	31	36	+ 5	16
2. % HIGH SCHL DIPLOMA CANDIDATES RECEIVING DIPLOMAS					29	54	+ 25	86	29	45	+ 16	55
3. % ADULTS ENR IN ADLT ED COURSES OVER LAST 3 YRS					70	28	- 42	60	70	28	- 42	60
<b>PART III: PROGRAM TARGET GROUP</b>												
1. PERSONS AGE 16 AND UP					102,525	12,314	- 90,211	88	10,735	11,200	+ 465	4
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. NUMBER ENROLLED IN ADULT EDUCATION					73,121	46,923	- 26,198	36	73,121	47,000	- 26,121	36
2. NUMBER ENROLLED IN AFTER-SCHOOL PLUS PROGRAM					22,750	22,700	- 50		22,750	22,700	- 50	

VARIANCE REPORT NARRATIVE  
FY 03 AND FY 04

07 01 01 50  
EDN 500

PROGRAM TITLE: SCHOOL COMMUNITY SERVICES

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Part I – EXPENDITURES AND POSITIONS

There were no significant variances.

Part II – MEASURES OF EFFECTIVENESS

Items 1 & 2. The increases in students completing courses and earning diplomas may be attributed to the following factors:

- increased teacher inservice addresses clearer standards for adult learners, competencies measured by CASAS, more focused goal-setting with students,
- increased seriousness of efforts by ESL students wanting to earn high school diplomas,
- partnerships with community-based programs (like Job Corps) that motivate students to complete coursework,
- NCLB initiatives for paraprofessional training requirements, and
- economic motivation for better employment opportunities.

Item 4. Increased proficiency and consistency in the application of the data management and reporting system reflect “cleaner” data using standardized guidelines for input. The system recognizes only a single count of enrollees in academic courses, which accounts for the large discrepancy in student count.

Part III – PROGRAM TARGET GROUP

Item 1. The number of persons shown in the planned column for FY 2002-03 is a typographical error. The correct number is 10,525. The number of persons ages 16 and up has shown a consistent trend of increasing numbers. Significant increases are seen in the number of students between 16-18 enrolled in academic programs and in family literacy programs.

Part IV – PROGRAM ACTIVITIES

Item 1. The variance is due to the implementation of a standardized data management system that recognizes only a single count of enrollees in academic coursework (ABE, ASE, ESL/Civics, WorkPlace Literacy, Family Literacy). Past practice allowed multiple counts of enrollees.

STATE OF HAWAII

PROGRAM TITLE:

## VARIANCE REPORT

REPORT V61

PROGRAM-ID:

AGS - 807

11/24/03

PROGRAM STRUCTURE NO: 070102

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04												
	BUDGETED		ACTUAL		± CHANGE		%	BUDGETED		ACTUAL		± CHANGE		%	BUDGETED		ESTIMATED		± CHANGE		%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>																					
RESEARCH & DEVELOPMENT COSTS																					
POSITIONS																					
EXPENDITURES																					
OPERATING COSTS																					
POSITIONS																					
EXPENDITURES																					
TOTAL COSTS																					
POSITIONS																					
EXPENDITURES																					
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04												
					PLANNED		ACTUAL		± CHANGE		%	PLANNED		ESTIMATED		± CHANGE		%			
<b>PART II: MEASURES OF EFFECTIVENESS</b>					100		100					100		100							
1. % PROG PROJ COMPLETED WITHIN SCHEDULED TIMETABLE					100		100					100		100							
2. % EMERG REP & MAINT W/O RESPONDED TO IN 48 HRS.																					
<b>PART III: PROGRAM TARGET GROUP</b>					3,690		3,707		+		17	3,710		3,720		+		10			
1. TOTAL NUMBER OF SCHOOL BUILDINGS					266		267		+		1	267		268		+		1			
<b>PART IV: PROGRAM ACTIVITIES</b>					14,000		13,327		-		673	5		14,000		14,000					
1. EMERGENCY REPAIRS					25,000		20,326		-		4,674	19		24,000		20,000		-		4,000	17
2. NORMAL REPAIRS AND ALTERATIONS																					

VARIANCE REPORT NARRATIVE  
FY 03 and FY 04

PROGRAM TITLE: Physical Plant Operations and Maintenance

07 01 02  
AGS 807

**Part I - EXPENDITURES AND POSITIONS**

The variance in expenditures for Fiscal Year 2002-03 is primarily attributed to collective bargaining appropriations. The variance in expenditures for the 1<sup>st</sup> Quarter of Fiscal Year 2003-04 is a "timing" issue between the award of 3-quote informally bid projects, and the encumbrance of funds. As of mid-December 2003, all of the \$2.6 million variance will be encumbered for school repair projects. For the remaining three quarters of Fiscal Year 2003-04, the variance is due to the expenditure of 1<sup>st</sup> Quarter funds for major repair projects.

For Fiscal Year 2002-03, a variance of 21 positions is due to difficulty in recruiting qualified tradespersons on the neighbor islands, where 12 of the 21 vacancies exist. The variance created by 21 vacant positions for the 1<sup>st</sup> quarter of Fiscal Year 2003-04 is attributed to similar reasons. However, the overall vacancy rate for the program statewide is about 10%, which has been the norm. Because of a critical need to fill school repair and maintenance positions, the Governor has approved continuous refilling of vacant positions. In this respect, the program has placed ads in local publications to supplement the recruitment efforts of the Department of Human Resources Development. It is anticipated that all positions will be filled within the remaining three quarters of Fiscal Year 2003-04.

**Part II - MEASURES OF EFFECTIVENESS**

There is no variance in the Measures of Effectiveness.

**Part III - PROGRAM TARGET GROUPS**

The variance in the Total Number of School Buildings and School Sites for Fiscal Year 2002-03 and Fiscal Year 2003-2004 is not significant.

**Part IV - PROGRAM ACTIVITIES**

There is no significant variance for Fiscal Year 2002-03 in the number of completed Emergency Repairs received from schools statewide. No variance is expected for Fiscal Year 2003-04. On the other hand, the actual number of completed Normal Repairs and Alterations decreased significantly by 4,674 from Fiscal Year 2002-03 planned totals. This is explained by the refocusing of staff efforts on accomplishing major repairs projects that are essential to protect the structure and appearance of school facilities. Consequently, a greater number of smaller minor irritant repairs such as fixing broken locks, louver handles or spot painting have been deferred, handled through school custodians or the school level R&M budget which is administered by each school. At this point, the program has also revised its Fiscal Year 2003-04 estimates to reflect lowered minor repairs.

STATE OF HAWAII

PROGRAM TITLE:

PUBLIC LIBRARIES

PROGRAM-ID:

EDN - 407

PROGRAM STRUCTURE NO: 070103

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	525.1	525.1			534.6	534.6			534.6	534.6		
EXPENDITURES	25,281	25,024	-	257	5,206	5,335	129	2	23,315	23,186	-	129
TOTAL COSTS												
POSITIONS	525.1	525.1			534.6	534.6			534.6	534.6		
EXPENDITURES	25,281	25,024	-	257	5,206	5,335	129	2	23,315	23,186	-	129
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. PERCENT OF POPULATION SERVED					75	75			75	75		
2. PERCENT OF WEEK LIBRARY SERVICES AVAILABLE					35	31	-	4	35	35		
3. PROBABILITY OF OBTAINING RECENTLY PUBL BOOKS					73	73			73	73		
4. PERCENT OF LIBRARIES SERVED					80	80			80	80		
5. PROBABILITY OF OBTAINING PERIODICALS					75	75			75	75		
6. PROBABILITY OF OBTAINING REFERENCE RESOURCES					39	39			39	39		
<b>PART III: PROGRAM TARGET GROUP</b>												
1. TOTAL RESIDENT POPULATION (IN THOUSANDS)					1,193	1,224	+	31	1,193	1,208	+	15
2. TOTAL NO. OF SCHOOL, PUBLIC & OTHER LIBRARIES					450	487	+	37	450	487	+	37
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. NO. OF IN-LIBRARY USERS (IN THOUSANDS)					6,300	5,883	-	417	6,300	6,022	-	278
2. NO. OF HOURS OF SERVICE (WEEKLY)					55	40	-	15	55	53	-	2
3. NO. OF VOLUMES IN STOCK (IN THOUSANDS)					3,180	3,281	+	101	3,180	3,325	+	145
4. NO. OF ITEMS CIRCULATED (IN THOUSANDS)					7,000	6,628	-	372	7,000	6,800	-	200
5. NO. OF REFERENCE QUESTIONS (IN THOUSANDS)					3,140	2,916	-	224	3,140	2,983	-	157
6. NO. OF TITLES IN DATABASE (IN THOUSANDS)					449	568	+	119	449	576	+	127
7. NO. OF LIBRARIES IN INTERLOAN NETWORK					440	487	+	47	440	487	+	47
8. NO. OF VOL PROCESSED FOR SCH & PUB LIB (IN THOU)					372	527	+	155	372	567	+	195
9. NO. OF PAGES TRANSCRIBED INTO BRAILLE					41,000	5,335	-	35,665	41,000	5,500	-	35,500

Variance Report Narrative  
FY 03 and FY 04

07 01 03  
EDN 407

PROGRAM TITLE: PUBLIC LIBRARIES

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PART I - POSITIONS AND EXPENDITURES  
No significant variance.

PART II - MEASURES OF EFFECTIVENESS  
No significant variance.

PART III - PROGRAM TARGET GROUP  
No significant variance.

PART IV - PROGRAM ACTIVITIES

No. 2 No. of Hours of Service

Due to budget restrictions, hours for the main library (Hawaii State Library) were reduced in FY 2003 to 40 hours per week. When additional funds are made available, it is anticipated that reduced hours will be restored.

No. 7 No. of Titles in Database

A substantial number of additional titles are being added and estimated due to the scheduled opening of the Kapolei Public Library in 2004.

PART IV (cont.)

No. 8 No. of Libraries in Interloan Network

HSPLS and the Hawaii Library Association have collected and updated their records resulting in an updated library count for the number of libraries in Hawaii.

No. 9 No. of Volumes Processed for School and Public Libraries

A substantial number of additional titles are being added and processed in preparation for scheduled opening of the new Kapolei Public Library in 2004.

No. 10 No. of Pages Transcribed into Braille

Due to new technology currently in use, the number of pages transcribed into Braille is becoming increasingly lower. Various methods of transcription and access are used such as cassettes, CD's and the internet.

PROGRAM STRUCTURE NO: 070104

HAWAII NATL GUARD YOUTH CHALLENGE ACADEMY

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES												
TOTAL COSTS POSITIONS EXPENDITURES					869	744	- 125	14	1,855	1,855		
					869	744	- 125	14	1,855	1,855		
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. % STUDENTS ENTERING PHASE I RECEIVING DIPLOMAS		55	60	+ 5	9	55	60	+ 5	9			
2. AV CORPS MEMBER GRADE LEVEL CHANGE		2.5	1.9			2.5	2.0					
3. %CORPS MEMBERS PASSING STD PHYSICAL FITNESS TEST		100	82	- 18	18	100	80	- 20	20			
4. % CORPS MEMBERS MATCHED W/MENTORS, MID PHASE I		95	74	- 21	22	95	75	- 20	21			
5. PERCENT OF MENTOR EVALUATIONS		50	61	+ 11	22	50	65	+ 15	30			
6. % CORPS MEMBS FINDG EMPLYMT W/IN 1 YR OF GRADUATN		65	32	- 33	51	65	35	- 30	46			
7. % CORPS MEMBS CONTIN EDUC W/IN 1 YR OF GRADUATN		60	32	- 28	47	60	35	- 25	42			
8. %CORPS MEMBS ENLISTG IN MIL SVS W/IN 1 YR OF GRAD		25	8	- 17	68	25	10	- 15	60			
9. CORPS MEMBER APPLICS RECVD PER CYCLE (2/YEAR)		510	499	- 11	2	510	500	- 10	2			
10. % MEMBS COMPL 40 HRS COMMUN SVS DURG PHASE I		100	100			100	100					
<b>PART III: PROGRAM TARGET GROUP</b>												
1. AT-RISK YOUTH 16-18 NEEDG 2NDCHANCEFOR HS DIP		3,200	2,650	- 550	17	3,200	2,660	- 540	17			
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. # CORPS MEMBERS ENROLLED IN PHASE I		230	226	- 4	2	230	230					
2. # CORPS MEMBERS ENROLLED IN PHASE II		200	171	- 29	15	200	200					
3. # CORPS MEMBERS AWARDED GRADUATION DIPLOMAS		120	101	- 19	16	120	120					



VARIANCE REPORT NARRATIVE  
FY 03 AND FY 04

07 01 04  
DEF-114

PROGRAM TITLE: Hawaii National Guard Youth Challenge Academy

Part I – EXPENDITURES AND POSITIONS

FY 03 is the first reporting year that DEF-114 is submitting a report. As such, much of the entries are initial reporting data. The Master Youth Program Cooperative Agreement establishes 44 staff positions. All positions are filled. Funding source for this program is 60% Federal and 40% State. State Legislative appropriation for FY 03 is \$1,043,833. In the first quarter of FY 03, expenditures is 99%. No change is expected for the next three quarters.

Part II – MEASURES OF EFFECTIVENESS

1. Change to line description, to delete "ENTERING PHASE I". If a student has received his or her diploma, individual would not be accepted into the program. Because data is for year 2002-03, Class 17 and 18, final data will not be complete until June 2004. Each class will be tracked for 17 months. Measure takes into account incomplete and pending reports for the year in question.

2. Projected grade level change has historically been approximately two grade level, based on TABE testing at week two and week 22 of phase I.

3. Not all CMs are able to take the Presidential Fitness Test. Injuries and handicap restriction (to include pregnancy) will always prevent 100% CM passing, based on Presidential Fitness standard.

4. All Mentors must be selected and trained before a match can be confirmed. 90% of CMs will have identified a Mentor by this time; however, screening and training is incomplete.

5. Mentors are volunteers. Contact with Mentors decreases from time of graduation through one year monitoring.

6. As with Mentor contact, contact with individual student similarly decreases from time of graduation through the 12 month monitoring period.

7. Percent of CMs entering into college level education has been 30-32%. PATH program developed specially for YCA with LCC has recruited CMs into college education.

8. Military service enlistment is lower than 25%. Average of 12% throughout the past classes.

Part III – PROGRAM TARGET GROUPS

1. No change.

Part IV – PROGRAM ACTIVITIES

1. Description of paragraph change to read "REGISTERED". In accordance with the Master Cooperative Agreement, students are not enrolled until the third week of Challenge. We anticipate a 25% dropout rate from the "registered" student until graduation.

2. Under the C-Base high school diploma, individuals must be employed to receive their high school diploma after passing all examinations. This is now a matter of contact and follow-up. GED students receives their diploma upon completion of phase I.

STATE OF HAWAII

PROGRAM TITLE: **HIGHER EDUCATION**

PROGRAM-ID:

PROGRAM STRUCTURE NO: **0703****VARIANCE REPORT**

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	6,296.1	5,709.7	- 586.4	9	6,296.1	5,648.7	- 647.4	10	6,296.1	5,844.2	- 451.9	7
EXPENDITURES	678,794	689,723	10,929	2	288,655	280,061	- 8,594	3	438,133	442,316	4,183	1
TOTAL COSTS												
POSITIONS	6,296.1	5,709.7	- 586.4	9	6,296.1	5,648.7	- 647.4	10	6,296.1	5,844.2	- 451.9	7
EXPENDITURES	678,794	689,723	10,929	2	288,655	280,061	- 8,594	3	438,133	442,316	4,183	1
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. # DEGRS GRNTD AS%OF ENTRNG FROSH 4 YRS AGO - UHM					72	75	+ 3	4	72	75	+ 3	4
2. NO.OF DEGRS OF CERT.GRNTD BY CC'S AS%OF FR.ENT 3YR					23	24	+ 1	4	23	24	+ 1	4
3. COURSE COMPLETION RATIO - UHM					96	96			96	96		
4. NO. OF GRIEVANCES FILED PER 100 EMPLOYEES					.6	.86			.6	.86		

**Intermediate Level Program  
No Narrative  
(See Lowest Level Programs for Explanation of Variances)**

## VARIANCE REPORT

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	3,898.9	3,509.0	- 389.9	10	3,895.9	3,506.0	- 389.9	10	3,895.9	3,506.0	- 389.9	10
EXPENDITURES	339,473	351,555	12,082	4	88,413	88,413			283,136	283,136		
TOTAL COSTS												
POSITIONS	3,898.9	3,509.0	- 389.9	10	3,895.9	3,506.0	- 389.9	10	3,895.9	3,506.0	- 389.9	10
EXPENDITURES	339,473	351,555	12,082	4	88,413	88,413			283,136	283,136		
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. # DEGREES GRNTD AS % OF ENTERG FRESHMN 4 YRS AGO					72	75	+ 3	4	72	75	+ 3	4
2. % OF UH GRADUATES ENTERING UH GRAD SCHOOL					15	15			15	15		
3. COURSE COMPLETION RATIO OF UNDERGRADUATES					96	96			96	96		
4. CREDITS EARNED RATIO OF UNDERGRADUATES					90	90			90	90		
5. # AWARDS RCVD AS % TOT # PROPOSALS SUBMITTED					60	73	+ 13	22	60	73	+ 13	22
6. TOT CIRC BOOKS AS % TTL # BOOKS AVAILABLE FOR CIRC					12	9	- 3	25	12	9	- 3	25
7. AVG # MEDIA REQUESTS FULFILLED PER INSTRUCTOR					49	48	- 1	2	49	48	- 1	2
8. # STUDENTS RECEIVG FIN AIDS AS % APPLIC RECEIVED					75	74	- 1	1	75	69	- 6	8
9. # STDTS RCV FIN AIDS AS % STUDENT ENROLLMENT					40	40			40	40		
10. # STDTS RCV ON-CAMPUS HSG AS % REQUESTS RCVD					77	82	+ 5	6	77	82	+ 5	6
<b>PART III: PROGRAM TARGET GROUP</b>												
1. TOTAL STATE POPULATION (000'S)					1,243	1,243			1,259	1,259		
2. POPULATION - HONOLULU COUNTY					898,434	898,434			910,221	910,221		
3. POPULATION - HONOLULU COUNTY (18-24 AGR GRP)					92,020	92,020			93,617	93,617		
4. ENROLLMENT AT MANOA					17,828	18,706	+ 878	5	18,038	19,046	+ 1,008	6
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. STUDENT CREDIT HOURS					201,455	213,592	+ 12,137	6	203,962	217,938	+ 13,976	7
2. NUMBER OF COURSES					2,355	2,371	+ 16	1	2,384	2,419	+ 35	1
3. NUMBER OF CLASSES					3,378	3,504	+ 126	4	3,420	3,575	+ 155	5
4. SEMESTER HOURS					8,850	9,270	+ 420	5	8,954	9,438	+ 484	5
5. BACCALAUREATE DEGREES GRANTED					2,311	2,326	+ 15	1	2,311	2,326	+ 15	1
6. MATERIALS ADDED TO LIBRARY COLLECTION					58,000	58,511	+ 511	1	58,000	55,000	- 3,000	5
7. LIBRARY CIRCULATION					400,000	314,176	- 85,824	21	400,000	320,000	- 80,000	20
8. NO. OF FINANCIAL AID APPLICATIONS PROCESSED					16,000	16,716	+ 716	4	16,000	17,000	+ 1,000	6
9. NO. OF APPLICATIONS FOR ADMISSION					25,000	25,000			25,000	25,000		

VARIANCE REPORT NARRATIVE  
FY 03 and FY 04

07 03 01  
UOH - 100

PROGRAM TITLE: UNIVERSITY OF HAWAI'I, MĀNOA

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Part I - POSITIONS AND EXPENDITURES

FY 2003     The variance is due to vacant positions as of  
June 30, 2003. The variance is due to collective  
bargaining augmentation and higher special fund  
expenditures.

FY 2004     The variance is due to vacant positions as of  
September 30, 2003

Part IV - PROGRAM ACTIVITIES

Item 7.     The variance is due to continued shifting of library books  
in the stacks after completion of renovations.

Part II - MEASURES OF EFFECTIVENESS

Item 5.     The variance is due to annual fluctuations in award  
success rate.

Item 6.     The variance is due to continued shifting of library books  
in the stacks after completion of renovations.

STATE OF HAWAII

PROGRAM TITLE:

UNIVERSITY OF HAWAII, HILO

PROGRAM-ID:

UOH - 210

PROGRAM STRUCTURE NO: 070302

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04				
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%	
<b>PART I: EXPENDITURES &amp; POSITIONS</b>													
RESEARCH & DEVELOPMENT COSTS													
POSITIONS													
EXPENDITURES													
OPERATING COSTS													
POSITIONS	386.8	374.8	-	12.0	3	386.8	323.8	-	63.0	16	386.8	386.8	
EXPENDITURES	30,910	32,067	1,157	4	7,448	7,448			25,421	26,175	754	3	
TOTAL COSTS													
POSITIONS	386.8	374.8	-	12.0	3	386.8	323.8	-	63.0	16	386.8	386.8	
EXPENDITURES	30,910	32,067	1,157	4	7,448	7,448			25,421	26,175	754	3	
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04				
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%	
<b>PART II: MEASURES OF EFFECTIVENESS</b>													
1. # DEGR GRNTD AS % ENTERG FRESH 4 YRS AGO					57	57			57	57			
2. COURSE COMPLETION RATIO OF UNDERGRADUATES					94	95	+	1	1	94	95	+	1
3. CREDITS EARNED RATIO OF UNDERGRADUATES					87	88	+	1	1	87	88	+	1
4. # STDTS RCV FIN AID AS % STD ENROLLMENT					50	54	+	4	8	50	55	+	5
5. # STDTS RCV ON-CAMPUS HSG AS % REQSTS RECEIVED					57	57				57	55	-	2
6. SPACE UTILIZATION RATES					66	66				66	66		4
<b>PART III: PROGRAM TARGET GROUP</b>													
1. TOTAL STATE POPULATION (000'S)					1,242	1,242				1,259	1,259		
2. POPULATION - HAWAII COUNTY					152,697	152,697				154,696	154,696		
3. POPULATION - HAWAII COUNTY (18-24 AGR GRP)					12,665	12,665				12,885	12,885		
4. ENROLLMENT AT UH, HILO					2,996	3,040	+	44	1	3,025	3,106	+	81
<b>PART IV: PROGRAM ACTIVITIES</b>													
1. ENROLLMENT					2,996	3,040	+	44	1	3,025	3,106	+	81
2. STUDENT CREDIT HOURS					36,311	38,010	+	1,699	5	36,695	38,918	+	2,223
3. NUMBER OF COURSES					480	474	-	6	1	485	659	+	174
4. NUMBER OF CLASSES					607	611	+	4	1	613	849	+	236
5. BACCALAUREATE DEGREES GRANTED					405	522	+	117	29	490	500	+	10
6. NON-CREDIT ENROLLMENT					2,900	2,480	-	420	14	3,045	2,728	-	317
7. IN-SERVICE TRAINING					300	167	-	133	44	315	183	-	132
8. NO. OF BOOKS IN CIRCULATION (LIBRARY)					54,500	55,790	+	1,290	2	55,000	56,000	+	1,000
9. NUMBER OF APPLICATIONS FOR ADMISSION					4,500	4,315	-	185	4	4,608	4,875	+	267
10. TOTAL ACREAGE MAINTAINED					143	143				146	146		6

Variance Report Narrative  
FY 2003 and FY 2004

07 03 02  
UOH 210

**PROGRAM TITLE: University of Hawaii - Hilo**

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**Part I - EXPENDITURES AND POSITIONS**

Item 1. Research and Development:  
This section is not applicable.

Item 2. Operating Costs:  
FY03 Variance in position count due to the use of more lecturers than hiring full time professors.  
Expenditure variance due to collective bargaining augmentations, ceiling increases and program transfers.

FY04 UH Hilo has not been able to fill positions as yet; recruitment still in process.

**Part II - MEASURES OF EFFECTIVENESS**

Item 4. No. of Students Receiving Financial Aid as a Percent of Students Enrolled  
It is estimated that more students will apply for financial aid every year.  
Due to the rising cost of tuition, more students may qualify for financial assistance.

**Part III - PROGRAM TARGET GROUP**

No significant variances.

**Part IV - PROGRAM ACTIVITIES**

Item 3. Number of Courses  
More distance learning courses have been added to the curriculum. More degrees have been added to UH Hilo, therefore more courses were added to our offerings.

Item 4. Number of Classes  
More classes are offered due to more degree programs at UH Hilo.

Item 5. Baccalaureate Degrees Granted  
UH Hilo's student retention has improved, therefore more students are graduating from UHH.  
Due to a steady increase in enrollment for the past 5 years, more students are graduating from UHH.

Item 6. Non-Credit Enrollment  
Decrease due to lack of space to conduct non-credit, performing arts, and fitness classes. Large classrooms are being used by credit classes.

Item 7. In-service Training  
Less classes were conducted due to non-funding from the sponsor agencies. Future funding is not expected.

STATE OF HAWAII

PROGRAM TITLE:

SMALL BUSINESS DEVELOPMENT

PROGRAM-ID:

UOH - 220

PROGRAM STRUCTURE NO: 070303

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS POSITIONS EXPENDITURES												
OPERATING COSTS POSITIONS EXPENDITURES	638	638			160	160			478	478		
TOTAL COSTS POSITIONS EXPENDITURES	638	638			160	160			478	478		
	FISCAL YEAR 2002-03				FISCAL YEAR 2003-04							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
<b>PART II: MEASURES OF EFFECTIVENESS</b>												
1. ANNUAL ECONOMIC IMPACT (\$M)	40	55	+	15	38	40	50	+	10	25		
2. RATIO OF CLIENTS' AV SALES INCR TO ALL BUS IN HAW.												
3. RATIO OF STATE INVSTMT TO NEW TAX REV GEN FRM PROG												
4. RATIO STATE INVSTMT TO TOT COUNSL-TRNG HOURS (\$)	70	43	-	27	39	60	50	-	10	17		
5. CLIENTS PERCEIVED QUALITY OF COUNSELING/TRNG (%)	90	91	+	1	1	90	90					
<b>PART III: PROGRAM TARGET GROUP</b>												
1. SMALL BUSINESS OWNERS & MANAGERS IN HAWAII	61,463	61,463				62,083	62,083					
2. THOSE INTENDING TO DEV NEW BUSINESSES IN HAWAII	682	682				715	715					
<b>PART IV: PROGRAM ACTIVITIES</b>												
1. TOTAL COUNSELING CASES	1,304	1,223	-	81	6	1,420	1,386	-	34	2		
2. TOTAL COUNSELING HOURS FOR LONG-TERM CASES	6,481	6,682	+	201	3	8,200	7,572	-	628	8		
3. TOTAL TRAINING EVENTS	132	156	+	24	18	140	117	-	23	16		
4. TOTAL TRAINING HOURS	4,050	8,478	+	4,428	109	4,480	6,360	+	1,880	42		
5. TOTAL INFORMATION TRANSFER ACTIONS	3,700	4,500	+	800	22	3,700	4,000	+	300	8		
6. TOTAL INFO TRANSFER ACTIONS FOR LONG-TERM CASES	1,100	1,488	+	388	35	1,100	1,300	+	200	18		
7. TOTAL STATE GENERAL FUNDS (THOUSANDS)	638	638				805	638	-	167	21		
8. TOTAL OF ALL OTHER FUNDS (THOUSANDS)	500	500				500	500					



VARIANCE REPORT NARRATIVE  
FY 03 and FY 04

07 03 03  
UOH 220

PROGRAM TITLE: Small Business Development Center

Part I – EXPENDITURES AND POSITIONS

No significant variances

Part II – MEASURES OF EFFECTIVENESS

**Item 1: Annual economic impact.** The net economic impact of the Hawai'i SBDC Network was \$55,000,000; an increase over estimated impact of \$40,000,000. For every dollar invested into the Hawai'i SBDC Network by the State of Hawai'i, \$2.63 is returned to the State in excise tax revenues and \$4.11 in Income Tax Returns.

**Item 2: Ratio of clients' average sale to all businesses in Hawaii.** Average SBDC client sales increased 43.3% while average businesses in Hawai'i only increased 3.1%. This is an increase of the estimated ratio of 10:01.

**Item 3: Ratio of state investment to new tax revenue generated from program.** State invested approximately \$648,675.00 to program while new tax revenues from program totaled approximately \$4,365,582.70, for a ratio of 1:6.73. This amount is less than estimated due to those small business clients who qualify for tax exemptions.

**Item 4: Ratio of state investment to total counseling-training hours.** The state invested \$42.79 in every counseling-training hour provided by the Hawai'i SBDC Network. The Hawai'i SBDC Network was more effective than anticipated in delivering consulting and training hours as it was estimated that \$70 would be spent for every counseling-training hour. This is due to the recent shift in focus to long-term, intensive consulting now offered by the Hawai'i SBDC Network. For the same reason, it is estimated that \$50 will be spent for every counseling-training hour in FY04.

**Item 5: Clients perceived quality of counseling/training.** 90.9% of clients perceived the services they received from the Hawai'i SBDC Network to be beneficial, as planned.

Part III – PROGRAM TARGET GROUPS

No significant variances

Part IV – PROGRAM ACTIVITIES

**Item 1: Total counseling cases.** The Hawai'i SBDC Network has achieved 93.8% of its goal for total counseling cases.

**Item 2: Total long-term counseling cases.** The total counseling hour goal, which is one of the most important goals, was exceeded by 3.2%. The continuous (or long-term) case hours goal achieved is 11.9% under goal, and will be targeted for improvement in the next year.

**Item 3: Total Training Events.** The Total Training Events goal was exceeded by 11.4%, and total number of attendees goal was exceeded by 16.1%. The goal for FY04 is reduced from 140 to 117 because one center and 5 employees were laid off in October 2003 due to shortage of funds, which will result in a reduction in training events.

**Item 4: Total Training Hours.** Total training hours were twice as that anticipated due to longer training sessions held.

**Item 5: Total Information Transfer Actions.** The Total Information Transfer Actions goal was exceeded by 53.3%. This is due to the in-depth and longer work on a smaller number of information transfer actions to our clients than estimated. Because of this, we are increasing our estimated number of information transfers in FY04.

**Item 6: Total Information Transfer Actions for Long-Term Cases.** This measurement distorts this activity as the hours invested were no lower than previously estimated due to a greater investment of hours per action. We are considering changing to an hours measure, as this does not reflect the actual activity accurately.

**Item 7: Total State General Funds.** \$650,000 was estimated however actual allocation was approximately \$648,675 in FY01-02, \$638,224 in FY02-03 and \$638,224 in FY03-04.

**Item 8: Total of all Other Funds.** Federal funds in the amount of \$500,000.00 were allocated to the Hawaii SBDC Network in FY02-03. The same amount is expected in FY03-04.

STATE OF HAWAII

PROGRAM TITLE:

PROGRAM-ID:

PROGRAM STRUCTURE NO: 070304

UNIVERSITY OF HAWAII, WEST OAHU  
UOH - 700

## VARIANCE REPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
<b>PART I: EXPENDITURES &amp; POSITIONS</b>												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES												
OPERATING COSTS												
POSITIONS	47.5	47.5			47.5	47.5			47.5	47.5		
EXPENDITURES	3,581	4,176	595	17	1,030	1,030			3,641	3,641		
TOTAL COSTS												
POSITIONS	47.5	47.5			47.5	47.5			47.5	47.5		
EXPENDITURES	3,581	4,176	595	17	1,030	1,030			3,641	3,641		
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
<b>PART II: MEASURES OF EFFECTIVENESS</b>					96	96			96	96		
1. COURSE COMPLETION RATION OF UNDERGRADUATES												
2. % OF UH GRADUATES ENTERING UH GRADUATE SCHOOL												
3. % OF UH GRADUATES ENTERING GRADUATE SCHOOL					2	6	+	4	2	6	+	4
4. REF & INFO SRVC PER LIBRARY FTE POS COUNT					2,250	2,200	-	50	2,000	2,000		
5. # OF STUD REC FIN AID AS % OF STUD ENROLL					30	31	+	1	31	31		
6. # OF GRIEVANCES FILED PER 100 EMPLOYEES									1	1		
7. SPACE UTILIZATION RATES					NA	NA			NA	NA		
<b>PART III: PROGRAM TARGET GROUP</b>					898,434	898,434			910,221	910,221		
1. POPULATION-HONOLULU COUNTY					1,242,764	1,242,764			1,259,047	1,259,047		
2. TOTAL STATE POPULATION					760	834	+	74	788	880	+	92
3. ENROLLMENT - TOTAL					210	250	+	40	215	250	+	35
4. ENROLLMENT - AGE GROUP 24 AND UNDER					550	584	+	34	573	630	+	57
5. ENROLLMENT - AGE GROUP 25 AND OVER												
<b>PART IV: PROGRAM ACTIVITIES</b>					760	834	+	74	788	880	+	92
1. ENROLLMENT					6,933	7,083	+	150	7,196	7,538	+	342
2. STUDENT CREDIT HOURS					106	101	-	5	110	107	-	3
3. # OF CLASSES					26	25	-	1	31	30	-	1
4. # OF FACULTY					3,400	3,500	+	100	3,400	3,500	+	100
5. # OF STUDENT COUNSELING/ADVISING SESSIONS					824	844	+	20	850	850		
6. # OF APPLICATIONS FOR ADMISSION					180	190	+	10	200	210	+	10
7. # OF GRADUATES					3,400	3,600	+	200	3,400	3,600	+	200
8. # OF ADMISSION AND RECORDS INQUIRIES					26	25	-	1	29	28	-	1
9. # OF SUPPORT STAFF					2,554	2,562	+	8	2,600	2,554	-	46
10. TOTAL GENERAL FUNDS (000'S \$)												

VARIANCE REPORT NARRATIVE  
FY 03 and FY 04

07 03 04  
UOH 700

PROGRAM TITLE: University of Hawai'i - West O'ahu

Part I - EXPENDITURES AND POSITIONS

The variance in FY 2002-03 is due to negotiated salary increases for all bargaining unit employees.

The variance in FY 2003-04 does not include transfers and collective bargaining adjustment in the initial allocation. We anticipate an allocation in later quarters.

Items 3, 4 and 5. The enrollment increases for both fiscal years is due to improved efficiencies in our marketing efforts in recruiting students.

Part II - MEASURES OF EFFECTIVENESS

Item 3. The percentage of graduates entering graduate school increased primarily because of the lack of jobs in their fields and the desire of the students to pursue a higher degree.

Part IV - PROGRAM ACTIVITIES

Item 1. See explanation of Item 3 above.

Item 2. The increases in Student Credit Hours is due to the increase in student enrollment.

Part III - PROGRAM TARGET GROUP

STATE OF HAWAII

PROGRAM TITLE:

## UNIVERSITY OF HAWAII, COMMUNITY COLLEGES

PROGRAM-ID:

UOH - 800

PROGRAM STRUCTURE NO: 070305

## VARIANCE REPORT

REPORT V61

11/24/03

		FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04				
		BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%	
<b>PART I: EXPENDITURES &amp; POSITIONS</b>														
RESEARCH & DEVELOPMENT COSTS														
POSITIONS														
EXPENDITURES														
OPERATING COSTS														
POSITIONS		1,629.9	1,504.4	-	125.5	8	1,629.9	1,497.4	-	132.5	8	1,629.9	1,629.9	
EXPENDITURES		116,595	122,832	6,237	5	32,650	29,122	-	3,528	11	92,443	95,872	3,429 4	
TOTAL COSTS														
POSITIONS		1,629.9	1,504.4	-	125.5	8	1,629.9	1,497.4	-	132.5	8	1,629.9	1,629.9	
EXPENDITURES		116,595	122,832	6,237	5	32,650	29,122	-	3,528	11	92,443	95,872	3,429 4	
						FISCAL YEAR 2002-03				FISCAL YEAR 2003-04				
						PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%	
<b>PART II: MEASURES OF EFFECTIVENESS</b>														
1. #DEG/CERT GRANT AS % CLASS ENT FRESH 3 YRS AGO						23	24	+	1	4	23	24	+	1 4
2. COURSE COMPLETION RATIO						92	92				92	92		
3. # TRF TO UHM,UHM,UHM AS % ENT FT LA STDT 3 YRS AGO						22	20	-	2	9	22	20	-	2 9
4. NO. ADMISSION APPLIC ACCEPTED AS % TOTAL APPLICS						96	93	-	3	3	96	93	-	3 3
5. HI RESIDENT ENROLLMENT AS % TOT COMM COLL ENRLMT						90	91	+	1	1	90	91	+	1 1
6. COM COLL ENROLLMT % OF UH SYSTEMWIDE ENROLLMENT						54	53	-	1	2	53	53		
<b>PART III: PROGRAM TARGET GROUP</b>														
1. TOTAL STATE POPULATION						1,242,764	1,242,764				1,259,047	1,259,047		
2. STATE POPULATION (18-24 AGE GROUP)						119,272	119,272				121,341	121,341		
3. STATE POPULATION (18 & OVER AGE GROUP)						917,124	917,124				928,556	928,556		
<b>PART IV: PROGRAM ACTIVITIES</b>														
1. ENROLLMENT OF COMMUNITY COLLEGES						25,189	25,593	+	404	2	25,120	26,012	+	892 4
2. # DEGREES/CERTIFICATES GRANTED						2,509	2,565	+	56	2	2,509	2,565	+	56 2
3. # STUDENT SEMESTER HOURS						225,501	229,683	+	4,182	2	224,381	232,759	+	8,378 4
4. NUMBER OF COURSES						1,925	1,937	+	12	1	1,917	1,967	+	50 3
5. NUMBER OF CLASSES						3,644	3,695	+	51	1	3,628	3,746	+	118 3
6. NUMBER OF SEMESTER HOURS						11,060	11,054	-	6		11,031	11,231	+	200 2
7. NUMBER OF STUDENT REGISTRATIONS						75,856	77,675	+	1,819	2	75,645	78,944	+	3,299 4
8. NUMBER OF APPLICATIONS FOR ADMISSION						19,157	20,231	+	1,074	6	19,127	20,213	+	1,086 6
9. NO. OF NON-CREDIT/SPEC PROG PARTICIPANTS						155,104	161,661	+	6,557	4	155,780	166,870	+	11,090 7

Variance Report Narrative  
FY 2002-03 and FY 2003-04

07 03 05  
UOH 800

PROGRAM TITLE: University of Hawai'i, Community Colleges

Part I - POSITIONS AND EXPENDITURES

FY 2002-03

The expenditure variance was mainly attributed to collective bargaining augmentations and the need to process initial implementation costs for the new Student Information System in FY 2002-03.

FY 2003-04

The position variance in the first quarter was attributed to delays in filling positions due to the uncertainty of available resources. The expenditure variances for the first quarter was mainly attributed to the uncertainties related to Executive Restrictions for FY 2003-04. The remaining three quarter estimates consider the executive decision to not impose restriction for FY 2003-04.

PART II - MEASURES OF EFFECTIVENESS

No significant variances reflected.

PART III - PROGRAM TARGET GROUP

No significant variances reflected.

PART IV - PROGRAM ACTIVITIES

No significant variances reflected.

STATE OF HAWAII

PROGRAM TITLE:

PROGRAM-ID:

PROGRAM STRUCTURE NO: 070306

## VARIANCE REPORT

UNIVERSITY OF HAWAII, SYSTEMWIDE SUPPORT

REPORT V61

11/24/03

	FISCAL YEAR 2002-03				THREE MONTHS ENDED 9-30-03				NINE MONTHS ENDING 6-30-04						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES															
OPERATING COSTS															
POSITIONS															
EXPENDITURES															
TOTAL COSTS															
POSITIONS															
EXPENDITURES															
	333.0	274.0	-	59.0	18	336.0	274.0	-	62.0	18	336.0	274.0	-	62.0	18
	187,597	178,455	-	9,142	5	158,954	153,888	-	5,066	3	33,014	33,014			
	333.0	274.0	-	59.0	18	336.0	274.0	-	62.0	18	336.0	274.0	-	62.0	18
	187,597	178,455	-	9,142	5	158,954	153,888	-	5,066	3	33,014	33,014			
					FISCAL YEAR 2002-03				FISCAL YEAR 2003-04						
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%			
PART II: MEASURES OF EFFECTIVENESS															
1. # OF TECHNOLOGY USERS SUPPORTED					73	73			73	73					
2. # OF STDY ACCEPT AS % OF TOTAL COMPLETED APPLIC					82	82			82	82					
3. # OF GRIEVANCES FILED PER 100 EMPLOYEES					0.6	.86			0.6	.86					
4. AVG # OF AUDIT EXCEPTIONS PER AUDIT					5	5			5	5					
5. AVG ELAPSED TIME BTWN RECPT OF DOCS & PROC OF PAY					12	11	-	1	8	12	12				
6. AVG ELAPSED TIME BTWN REQUEST FOR GDS/SVCS & AWARD					90	88	-	2	2	90	90				
7. # OF SCHOOLS & COMM COLLS EVAL AS % OF THOSE PLND					100	100				100	100				
8. # WICHE STDTS SPONSORED AS % BONA FIDE APPLICNTS					20	9	-	11	55	20	20				
9. 2 YRS AFTER GRAD, % WICHE STDTS EMPLOYD IN HAWAII					70	69	-	1	1	70	70				
PART III: PROGRAM TARGET GROUP					1,242,764	1,242,764			1,259,047	1,259,047					
1. TOTAL STATE POPULATION					46,773	48,173	+	1,400	3	46,971	49,044	+	2,073	4	
2. ENROLLMENT SYSTEMWIDE					52,000	52,000				52,000	52,000				
3. ENROLLMENT COMMUNITY COLLEGES AND DOE					175	175				170	175	+	5	3	
4. # OF STDTS APPLY FOR WICHE CERTIFICATION															
PART IV: PROGRAM ACTIVITIES					52,429	54,373	+	1,944	4	52,639	55,352	+	2,713	5	
1. # OF APPLICATIONS FILED FOR ADMISSIONS					1,100,000	1,125,478	+	25,478	2	1,100,000	1,125,000	+	25,000	2	
2. ACCOUNTING TRANSACTIONS INITIATED					31	30	-	1	3	30	29	-	1	3	
3. INTERNAL AUDITS PERFORMED					50	50				50	50				
4. # SCHOOLS & COMM COLLS SUBMITTING VOC ED DATA					60	60				60	55	-	5	8	
5. # OF WICHE STUDENTS SUPPORTED															

Variance Report Narrative  
FY 2002-03 and FY 2003-04

07 03 06  
UOH 900

PROGRAM TITLE: University of Hawai'i, Systemwide Programs

Part I - POSITIONS AND EXPENDITURES

FY 2002-03

The position and expenditure variances were generally attributed to lower levels of activity in self-supporting non-general fund programs whose resource requirements were less than the authorized expenditure ceilings.

FY 2003-04

The position variance in the first quarter was attributed to delays in filling positions due to the uncertainty of available resources. The current general fund allocation is insufficient to fill all appropriated positions. The expenditure variance for the first quarter is due to a delay in transferring the pass through appropriation to DAGS.

PART II - MEASURES OF EFFECTIVENESS

FY 2002-03 and FY 2003-04

- tem.
- Item 3 The increase in the number of number of grievances filed per 100 employees is a result of a change in union agents and leadership, as well as diligence on the part of supervisors and managers to enforce work rules and address long-standing personnel issues.
  - Item 8 The variance in the number of WICHE students sponsored as a percentage of bona fide applicants is directly attributed to financial issues related to this program. Lower allocations and increases in support fees and participation dues for all programs of study have contributed to the lower number of residents receiving support through WICHE allocations

PART III - PROGRAM TARGET GROUP

No significant variance reflected.

PART IV - PROGRAM ACTIVITIES

FY 2002-03 and FY 2003-04

- Item 2 The increase in the number of accounting transactions initiated is due to a change in the definition of the program activity measure and a significant increase in activity due to the new GASB accounting requirements. The definition of the measure needed to be expanded as it was limited to only a subset of transactions that did not fully reflect the level of activity for the financial accounting system. The measure now includes basic transactions such as interest distributions, payroll transactions, accrued vacation, etc. Additionally, the mandated implementation of GASB Statements 33, 34, and 35 resulted in a continued increase in the planned level of activity for the financial accounting sys
- Item 5 The decrease in the number of planned WICHE students supported is related to the same financial issues as described under Part II, Item 8.

